

District 01-01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Page 1 of 2
Court District Court Date 2 Feb 2012		<u>51469-2223</u>
Baltimore City - 501 E. Fayette Street		Forward three (3) copies to address at left.
County		

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	Landlord-Tenant (RENT) Cases - Closed Destroy Original Papers and Exhibits Closed in _____	2219	Sect II Item 2	2007	74	MAR 12 2012	Landfill

Destruction Approved by Maryland State Archives

2/6/2012
Date

Edward A. Quenpin
State Archivist

Sharon P. Schick
Signature of Court Official

Destruction Certification

Supervisor II 3/9/12
Title Date

District 01-01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Page 2 of 2
Court District Court Date 2 Feb 2012		<u>51469-2223</u>
Baltimore City - 501 E. Fayette Street		Forward three (3) copies to address at left.
County		

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	Landlord-Tenant (RENT) Cases - Closed Destroy Original Papers and Exhibits Closed in _____	2219	Sect II Item 2	2008	68	MAR 12 2012	Landfill

Destruction Approved by Maryland State Archives

4/6/2012
Date

Edward C. Longman
State Archivist

Sharon Schuch
Signature of Court Official

Destruction Certification

Spencer II
Title

3/9/12
Date